

# Kathy Kutzer

## Counselling

### Consent for Counselling Services

#### **Purpose and Nature of Counselling**

When people come to counselling they are often ready for change in some aspect of their life. Counselling can lead to improved mental health by helping you better understand your thoughts, emotions, behaviours. It can also improve your relationships; how you relate to others, and the world. The number of counselling sessions you have depends on the goals you set and how long it takes to reach these goals. I will work collaboratively with you to set and achieve goals, and facilitate personal growth through the counselling process.

#### **Risks**

Counselling presents both benefits and risks. Benefits include better relationships, solutions to specific problems, an increased sense of well-being, and a reduction of distressing symptoms. However, because counselling tends to bring up uncomfortable feelings, and difficult memories, people sometimes feel worse before they feel better. Some find that as they experiment with new ways of thinking and behaving, relationships with others are altered or disrupted. You are encouraged to discuss any fears, concerns, or doubts about the counselling process with me at any time during the counselling process.

#### **Confidentiality**

All of the information you share in session is confidential, and will not be released without your voluntary, written consent. When I agree to work with a couple, I consider the couple to be the client. If there is a request to release your information, I require the voluntary, written consent of both parties. As part of routine practice I may, on occasion, consult with colleagues, or seek supervision on your case, in order to provide you with the best care. Your confidentiality will be strictly maintained, and your name will not be used. There are limitations to the confidentiality described above. By law, I have a duty to break confidentiality to report the following situations should they be revealed in session:

- **If you are an imminent danger to yourself or others;**
- **If you report that a child or vulnerable adult is being sexually or physically abused or severely neglected, or is at risk of such abuse;**
- **If a court orders the disclosure of your records.**

#### **Collection and Storage of Personal Information**

I maintain records on the content of our sessions, which are locked in a secure location, and can only be accessed by me. This is done in accordance with BCACC and BCCSW guidelines and the personal information protection act (PIPA).

#### **Fees**

Sessions are \$110 for one 50-minute session of individual counselling or \$130 for one 50-minute session of couples counselling. These rates reflect the BCACC's fee guidelines, and are comparable to other professionals in the Nanaimo area. Some extended medical plans will

Kathy Kutzer, MSW, RSW, RCC

#102- 155 Skinner Street

Nanaimo, BC

250-816-2075

# Kathy Kutzer

## Counselling

reimburse the client for a portion of the cost of counselling. Clinical Social Work services can be claimed on income tax as a health care expense. Payment is accepted by cash, cheque or e-transfer either before the appointment begins, or directly after the appointment end.

### **Cancellation and No Show Policy**

If you miss your appointment without calling, or cancel your appointment with less than 24h notice you will be charged 100% of the full fee for a session.

If you cancel or reschedule between 72h and 24h notice you will be charged 50%.

You can change or reschedule your appointment before 72h notice with no charge.

### **Communication, Contact, and Social Media**

To change, cancel or set up an appointment you can contact me by phone, text, or email. I make every attempt to return messages as soon as possible, however, if I am in sessions all day, I may have to return your call the following business day. If you have an emergency after hours, please call 9-1-1, or call the Vancouver Island Crisis Line at 1-888-494-3888.

Email and text are only used to communicate appointments; I do not provide counselling via email or text or messaging. Engaging with me this way could compromise your confidentiality. It may also create the possibility that these exchanges become a part of your professional counselling record and will need to be documented and archived in your file.

### **Client's Rights**

My services are voluntary and you have the right to decide how you make changes in your life. You have the right to stop counselling at any time. If you have a question about any aspect of the counselling process, or a complaint, please let me know. You can also contact the BC Association of Clinical Counsellors at (250) 595- 4448.

In order to protect your privacy, I do not acknowledge clients if we happen to see each other in public. If you want to make contact, you are invited to initiate it.

I have read and understand, and agree with the information in this document, and would like to proceed with counselling.

Client Name (1): \_\_\_\_\_

Client Signature (1): \_\_\_\_\_ Date: \_\_\_\_\_

Client Name (2): \_\_\_\_\_

Client Signature (2): \_\_\_\_\_ Date: \_\_\_\_\_

Counsellor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Kathy Kutzer, MSW, RSW, RCC

#102- 155 Skinner Street

Nanaimo, BC

250-816-2075